



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

October 1, 2014

Kaitlyn Pope
4725 N Harrison St.
Davenport, IA 52806

Dear Kaitlyn,

This letter is in regards to the 9/30/14 compliance check of your Level A, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

Update emergency numbers, move items or lock toxic materials under basement sink and above toilet, need first aid supplies downstairs and add bottle of water to supplies upstairs, need more smoke detectors for the home, pet records need updated, pool area

☐ 110.5(1)a Numbers for each child's parent, physician, and a responsible person are accessible by the phone.

Need to add 2 names

☐ 110.5(1)b All medicines and poisonous, toxic, or otherwise unsafe materials are secured from access by a child.

Move items under basement bathroom sink or child lock and items above toilet

☐ 110.5(1)c First-Aid supplies are available and easily accessible in the home, outdoor play area, any vehicle used to transport children, and on field trips.

First aid kit needed for basement (containing at a minimum band-aids, gloves, tweezers, and something to clean wound with).

☐ 110.5(1)c The first-aid kit is sufficient to address first aid related to minor injury or trauma and stored in an area not accessible to children.

Bottle of water for upstairs; kit needed for basement.

☐ 110.5(1)n Has a minimum of one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway.

Detector on top of basement steps was taken down. Also a few others upstairs that were taken down.

☐ 110.5(1)n Each smoke detector has been installed according to manufacturer's recommendations.

Need to put the detectors back up that were taken down – each room that is child occupied must have detector as well as top of all steps.

☐ 110.5(1)q All dogs and cats have annual examinations. Records of the exams are on file and must verify that routine immunizations are current and animal is free of endo and ecto parasites.

Boots- had rabies but needs annual exam

Puppy- due

Nero- due

☐ 110.5(1)r If not fenced, both in and aboveground pools must have a cover that meets or exceeds ASTM standards when not in use.

In ground pool – no cover – fenced in yard – daycare kids do not use the pool

Emailed provider asking her to send pictures of pool fencing and deck- measurement of height of fence

☐ 110.5(2) A provider file is maintained and contains:

☐ 110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every three years.

Kaitlyn- exam due

☐ 110.5(8) Children's Files

☐ 110.5(8)a Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child and the parent's work address and telephone number.

K.C- update

N.B

☐ 110.5(8)b Emergency information including where the parent can be reached, the name, street address, city and telephone of the child's regular doctor, and the name number, telephone number, and relationship to the child of another adult available in case of emergency.

K.C- update

N.B

☐ 110.5(8)c A signed medical consent from the parent authorizing emergency treatment.

K.C, N.B

☐ 110.5(8)d For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.

A.H, B.H- each has a statement from Dr. but it is not a "physical" – need physical for both

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.

C.M

☐ 110.5(8)e For school aged children: An annual statement of health condition signed by the parent or legal guardian, annually from date of admission physical.

N.B

☐ 110.5(8)f A list signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.

K.C

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

A.K- need signature and date

C.M- need signature and date

☐ 110.5(8)i Written permission from the parent(s) for their child to attend activities away from the child development home. It must include times of arrival and departure, destination, and person(s) responsible for the child.

Many files missing this- need for all files

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations by 11/17/14.**

☒ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. **This visit will occur on or after 11/17/14.**

Please do not hesitate to contact me at DHS at (563)326-8215 if you have any questions regarding this letter.

Sincerely,

Kathy Huinker
Social Worker II

MACHELLE PEZLEY
Social Worker Supervisor

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 1-866-324-3236.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://dhs.iowa.gov/sites/default/files/CC_Professional_Development.pdf and you can sign up for training at <http://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).